

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

DETERMINATION AND FINDINGS FOR A SOLE SOURCE PROCUREMENT

Agency: Child and Family Services Agency
Caption: Consultant Services – Michael Saunders
Contract: DCRL-2013-A-0095

FINDINGS

1. Authorization:

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1702

2. Minimum Need:

The District of Columbia, Child and Family Services Agency (CFSA) is seeking the consulting services of Michael Saunders to provide staff coaching and training to the supervisory staff of the Office of Youth Empowerment (OYE).

3. Estimated Fair and Reasonable Cost:

\$100,000.00

4. Facts Which Justify and Sole Source Procurement:

- a) The proposed provider began working with OYE on a monthly basis through December 2012, when funding through The Annie E. Casey Foundation ended. During this time, Mr. Saunders began to lay the ground work for the frontline supervisory staff on how to effectively lead social workers to engage youth around specific transition components; education, employment, and permanency and stability after exit from care for older youth in the District of Columbia. The consultations approach will consist of five components: *development of action teams, coaching supervisors, case consultations, youth focus groups, and supervisory/resource parent training.*
- b) The proposed provider, Michael Saunders, is aware of the services to be provided, has previously performed in this capacity, and is capable of performing services within the time constraints levied by the Agency. Michael Saunders has extensive experience as a speaker, trainer, and consultant in the Federal juvenile justice and child welfare systems. He also served as a Technical Assistant for the California Permanency for Youth Project (CPYP). Michael Saunders, MSW currently provides technical assistance for the Annie E. Casey Foundation with the Child Welfare Strategy Group, in the area of youth engagement.

- c) A market survey was considered, but given the Agency's specific and immediate need, Michael Saunders is the best, most qualified contractor.

5. Certification by Agency Head:

I hereby certify that the above findings are true, correct and complete.

Date

Brenda Donald
Director

6. Certification by the Contracting Officer:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Tara Sigamoni
Agency Chief Contracting Officer